

Burrillville

Recreation Commission

RE: Minutes, November 14, 2005

Present: Cheri Hall, Director Dave Marcotte

**Kurt Schatz Niki Decubellis Brown Alice Lavigne Al
Gerew-Alternate**

**Juliette Lopez Nancy Binns-Town Council
Liaison**

Guest: -----

Absent: Al Low and Al Musso

Excused: -----

**Meeting called to order at 6:38 p.m. by Kurt Schatz, Chairman, at the
Burrillville Town Hall.**

**Minutes of October 11, 2005 Regular Meeting were accepted. Motion
to accept made by Alice Lavigne. Seconded by Juliette Lopez. Motion
passed 5-0.**

Good and Welfare:

Boy Scouts performed a cleanup at the new Spring Lake Beach Campground. The Director shared pictures of the cleanup, which will be posted on the town's website. They also painted numbers indicating each site.

A name for the trail of "Herring Pond Trail" is being suggested with a sign to be placed at the entrance to the trail.

Kurt Schatz suggested honoring the Boy Scouts of Mapleville and Cub Scouts Pack 1 Pascoag with a Certificate of Appreciation or plaque for all their dedication to the Parks and Recreation Department. The Director stated she will look into this further.

The Director announced that this would be Niki DeCubellis Brown's last Recreation Commission meeting due to her relocating to Arizona. After the meeting a token of appreciation was given to Niki for her dedication to the commission.

A memorandum has been forwarded to the Town Council in recommendation of having Al Gerew renamed from Alternate Member to a Regular Member to take the vacancy created by Niki DeCubellis leaving the Recreation Commission.

Old Business: The Director reported:

Spring Lake Beach Campground

The Director met with the Engineer regarding the Spring Lake Campground parking area. The Engineer reconfigured the parking area to make more room for bus parking and the entrance way sign has been ordered. Dick Tierney from the State of Rhode Island Department of Environmental Management will be out on Friday to take pictures of the project. The project came in under budget. Reimbursement from the State of Rhode Island will be submitted once the cancelled checks for payment can be given. Six new picnic tables have been completed with four more being made for Spring Lake Beach.

Hauser Field

The restroom facility has been completed at Hauser Field with the sinks being installed and the water to be turned on in the spring. Covers on the field posts were removed and vandalized during this past weekend. The field post covers were moved inside the storage building for the winter months. The contractor has been contacted due to the covers being ordered too big and not fitting correctly allowing for the vandalism to occur.

Awaiting word on State of Rhode Island Department of Environmental Grant application submitted for the new Bobcat to complete the Hauser Field walking path.

BEC

The Town Council approved the Ordinance for the Burrillville Extended Care program to become a division of the Parks and Recreation Department. A Recreation Commission member has always been a Liaison to the Burrillville Extended Care Board of Directors. It is an important connection for open communications between programs.

Snakes Alive Road Race

A total of \$2,600 was raised towards a 4th of July fireworks display at Spring Lake Beach in celebration of the town's Bicentennial in 2006.

Signs

The sign for the Spring Lake Beach Campground entrance has been ordered. A second sign will be ordered for the Recreation Center. A request by the Director to the Town Council requesting the necessary funds for the new Recreation Center sign from the Recreation Center account for approximately \$3,500 will be submitted.

Two quotes have currently been received. Farrell Sign Company's quote includes more engraving and finish work. Farrell Sign Company recently completed the new Commerce Park signage. A sample of the sign plans will be displayed at the next meeting for the

commission's review. The balance in the Recreation Center account is currently approximately \$25,000.

The old sign is ready to fall down. Juliette Lopez questioned if the new sign would have to be in the same location as the current sign. The Director stated there is an easement that actually goes over further than where the current sign is located, which the property owner is probably not aware of. The Director stated she will talk to the property owner to notify them of the change in the sign.

Christmas Program

A flyer for the "Victorian Holiday" was shared with the commission. Roger Bourbonniere of the Downtown Pascoag and Neighborhood Association has announced that the group will be disbanding as of December 31, 2005. The Economic Development Committee wants the programs to continue. The Town Manager has asked the Director to consider performing these tasks separate from the Director's position with additional compensation.

The Director voiced concern that the Parks Department already has community events as part of the department's responsibilities. The issue of possible conflicts and perception in the community needs to be considered. Nancy Binns stated the problem has been finding funding for the Coordinator position and finding downtown Pascoag business owners to volunteer as a liaisons. Roger Bourbonniere and

Bob Paquette have been volunteering but do not have the time or expertise to do the grant research to help fund the development of the downtown Pascoag area. Kurt Schatz mentioned their might be an ethics issue also. Juliette Lopez stated a pay raise for the Director would be a better solution. Alice Lavigne stated an Assistant in the Department is needed because the Director has too much on her plate now. Roger Bourbonniere and Bob Paquette stated they are still planning on continuing the events but have asked for the Parks and Recreation Director's assistance.

“Santa on the Town Common” is scheduled to take place Saturday, December 3rd with the Burrillville Middle School band performing, Cub scouts serving hot chocolate and Al Low playing Santa arriving by Harrisville Fire Department fire truck. Juliette Lopez will try and get a chair for Santa.

“Santa Calling” program is in need of callers. Al Gerew will ask some hockey coaches if they will make calls.

November calendars and the winter quarterly newsletters were handed out to the commission members.

The Director shared that an outline was submitted to the National Recreation and

Parks Association regarding the workshop session to be led by the

Burrillville Extended Care Site Coordinators and the Director at the New England Training Institute on developing a successful and effective licensed After School Program. In the future D.C.Y.F. and Department of Health is looking to license all facilities, including public, private and day camps. In the past, if a Parks and Recreation Department ran a day camp they were exempt from the licensing requirements. It will cost \$500 per license. It is an honor to be requested to run a session regarding this program. If approved, the session will be held at the Viking Hotel in Newport during the New England Training Institute.

New Business:

Letters were forwarded to all the leagues requesting an update on insurance, verification of registration enrollment for this year and other information regarding income statistics and training. The same funding formula will be utilized as the previous year. The deadline for submission of the information is December 2, 2005 for the placement on the December 12, 2005 Recreation Commission agenda.

CIP operational meeting is planned. Quotes are being sought for the expansion of the Recreation Center office. Funding for the winterization of the Spring Lake Recreation Hall to make it a year round facility is being researched. The parking area was expanded with this possibility in mind. Chet Orciuch, who originally designed the Spring Lake Recreation Hall, stated that he would prepare an

estimate for the heating and/or air conditioning system when need be. The Director received a notice that the State of Rhode Island Department of Environmental Management has announced a grant round for small and large grants.

The Director has been studying for certification as a Parks and Recreation professional through the National Parks and Recreation Association. It is not a required certification, however as an officer in the Rhode Island Recreation and Parks Association, it is recommended. More and more states are looking for the certification when choosing a Director. There are only seven or eight Directors in the State of Rhode Island who have their certification as a Parks and Recreation Professional.

The new “Bicentennial Mugs” are available at a cost of \$7 each. A sample was shared with the commission members. They are on display on the website. A flyer for the mugs will be placed throughout the town. There are 144 mugs to be sold currently.

Alice Lavigne questioned the status of the rink issues. The town council met with the School Committee and the Budget Board three weeks ago with discussion taking place regarding the rink issue. It was stated by the School Committee that all rink income is totally being put back into the rink. Future meetings and a walk- through of

the rink are being recommended.

Meeting Adjourned: Motion made by Juliette Lopez. Seconded by Niki DeCubellis Brown. Meeting adjourned at 7:30 p.m. Motion Passed 5-0.

Next Meeting: Monday, December 12th, 6:30p.m., Town Council Chambers.

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